

**A MEETING** of the **MID DEVON DISTRICT COUNCIL** will be held in the Phoenix Chambers, Phoenix House, Tiverton on Wednesday, 24 April 2024 at 6.00 pm

**ALL MEMBERS** of the **COUNCIL** are summoned to attend for the purposes of transacting the business specified in the Agenda which is set out below:

**[The next meeting is scheduled to be held in Tiverton on Wednesday, 22 May 2024 at 6.00 pm]**

**Please Note:** this meeting will take place at Phoenix House and members of the Public and Press are able to attend via Teams. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

**The meeting will be Hybrid and an audio recording made and published on the website after the meeting**

[Click here to join the meeting](#)

Meeting ID: 371 911 174 043

Passcode: 2QpmEr

**STEPHEN WALFORD**  
Chief Executive

16 April 2024

**Members are reminded of the need to make declarations of interest prior to any discussion which may take place**

## **AGENDA**

### **1 Apologies**

To receive any apologies for absence.

### **2 Public Question Time**

To receive any questions relating to items on the agenda from members of the public and replies thereto.

### **3 Declarations of Interest under the Code of Conduct**

To record any interests on agenda matters.

### **4 Minutes (Pages 7 - 24)**

To consider whether to approve the minutes as a correct record of the meeting held on 21<sup>st</sup> February 2024.

### **5 Chairman's Announcements**

To receive any announcements which the Chairman of the Council may wish to make.

### **6 Petitions**

To receive any petitions from members of the public.

### **7 Notices of Motions**

To receive notices of motions.

### **8 Reports of meetings held between 13th February to 16th April 2024 (Pages 25 - 322)**

To receive and consider the reports, minutes and recommendations of the recent meetings as follows:

#### **1. Cabinet**

##### **5<sup>th</sup> March 2024(Recommendation to Council)**

- That the Customer Care Standards and Customer Care Policy contained in Annexes 1 and 2 to be adopted)

##### **2<sup>nd</sup> April 2024 (Recommendation to Council)**

- That the Silverton Neighbourhood Plan (Appendix 1) is 'made' (adopted) and brought into force as part of the statutory development plan for the Silverton area;
- The Silverton Neighbourhood Plan Adoption Decision

Statement (Appendix 2) is published to meet the publicity requirements in the Regulations.

(Recommendation to Council

- The adoption the Devon Preventing Serious Violence Strategy 2024-29 as attached in Annex A to enable delivery by as appropriate by the Council's Community Safety Partnership (as a specified authority under the Serious Violence Duty).

2. Scrutiny Committee

19<sup>th</sup> February 2024

18<sup>th</sup> March 2024

3. Audit Committee

26<sup>th</sup> March 2024

4. Economy Policy Development Group

7<sup>th</sup> March 2024

5. Community Policy Development Group

26<sup>th</sup> March 2024

6. Environment Policy Development Group

12<sup>th</sup> March 2024

7. Homes Policy Development Group

19<sup>th</sup> March 2024

8. Planning Committee

13<sup>th</sup> March 2024

9 **Reports of the Standard Committee Meeting on the 13th March 2024 (Minutes and Appendix to follow) (Pages 323 - 350)**

To receive and consider the reports, minutes and recommendations of the recent meetings as follows:

Standards Committee on the 13<sup>th</sup> March 2024

(Recommendation to Council

- That the Constitution be amended as per the list within Appendix 1.

- That delegated authority is provided to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as per Appendix 1 and any other amendments required to reflect the changes.

(Recommendation to Council)

- That there be five (5) Policy Development Groups: Planning, Environment & Sustainability; Community, People & Equalities; Homes; Economy & Assets; Service Delivery & Continuous Improvement.
- That the Constitution is amended to reflect the changes to the PDGs.
- That delegated authority is provided to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as per the above and any other amendments required to reflect the new PDGs.

10 **Annual Reports of Audit Committee, Scrutiny Committee and the Policy Development Groups** *(Pages 351 - 364)*

To receive the Annual reports (attached) of the Audit Committee, Scrutiny Committee and the four Policy Development Groups.

11 **Seating Allocation (To Follow)**

To consider the seat allocation report

It is recommended:

(a) that the Council approve the allocation of seats on Committees and other Council Bodies as shown on the schedule;

(b) that Members be appointed to Committees in accordance with the names notified to the Chief Executive by each of the Political Groups represented on the Council, to give effect to the approved allocation of seats in (a) above;

(c) that Members also be appointed to Working Groups and other Internal Bodies in accordance with the names notified to the Chief Executive by each of the Political Groups represented on the Council, to give effect to the approved allocation of seats in (a) above;

(d) that the Chief Executive be authorised to make changes to membership of Committees, Working Groups and other Internal Bodies as may be notified to him from time to time by the relevant Political Group to which those seats have been allocated by the Council.

(e) that the appointments to seats remaining to be filled by ungrouped Members shall be made at this meeting.

12 **Schedule of meetings (To Follow)**

To receive a report on Schedule of meeting 2024/2025 from Director of Legal, HR & Governance (Monitoring Officer).

13 **Questions in accordance with Procedure Rule 13**

To deal with any questions raised pursuant to Procedure Rule 13 not already dealt with during the relevant Committee reports.

14 **Special Urgency Decisions**

To note any decisions taken under Rule 16 (of the Constitution) Special Urgency.

15 **Questions to Cabinet Members**

To receive answers from the Cabinet Members to questions on their portfolios from other Members.

16 **Members Business**

To receive any statements made and notice of future questions by Members.

Note: the time allowed for this item is limited to 15 minutes.

## **Meeting Information**

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Teams.

If you want to ask a question or speak, email your full name to [Committee@middevon.gov.uk](mailto:Committee@middevon.gov.uk) by no later than 4pm on the day before the meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will ensure the meeting runs as smoothly as possible.

Please note that a reasonable amount of hardcopies at the meeting will be available, however this is a limited number. If you are attending the meeting and would like a hardcopy of the agenda we encourage that you notify Democratic Services in advance of the meeting to ensure that a hardcopy is available. Otherwise, copies of the agenda can be found on our website.

If you would like a copy of the Agenda in another format (for example in large print) please contact Laura Woon on: [lwoon@middevon.gov.uk](mailto:lwoon@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.